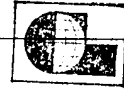


ROUTING AND RECORD SHEET**SUBJECT:** (Optional)

FY-87 Tentative Budget

**FROM:**Executive Officer, OL
[] Building**EXTENSION****NO**

OL 0054-86

DATE

31 OCT 1986

TO: (Officer designation, room number, and building)**DATE**

RECEIVED

FORWARDED

OFFICER'S INITIALS**COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

C/B&F

2.

C/NBPO

3.

C/P&TS

4.

C/IMSS

5.

C/PMS

6.

C/SS

7.

C/FMD

8.

C/P&PD

9.

C/PD

10.

C/RECD

11.

C/SD

12.

C/CD

13.

14.

15.

31 OCT 1986

MEMORANDUM FOR: Chief, Budget & Fiscal Branch
Chief, New Building Project Office
Chief, Personnel & Training Staff
Chief, Information & Management Support Staff
Chief, Procurement Management Staff
Chief, Security Staff
Chief, Facilities Management Division
Chief, Printing & Photography Division
Chief, Procurement Division
Chief, Real Estate and Construction Division
Chief, Supply Division

25X1 FROM:

Executive Officer/OL

SUBJECT: FY-87 Tentative Budget

REFERENCE: Memo to All OL Division and Staff Chiefs
from C/B&FB/OL dtd 22 Oct 86. Same Subject.

1. Your FY-87 operating budget was transmitted in the reference. You are requested to develop a spending plan based on your FY-87 allocation. Be specific in each SOC to the maximum practical extent e.g. identify contractor and description of item or service, specific item or items to be procured.

2. The plan will form the basis for OL's FY-87 budget execution. Changes to the plan, for a new specific item or service exceeding \$50 thousand, will require prior OL authorization. Please forward your plan to Chief, B&F/OL on or before opening of business 6 November 1986.

3. The attached example standard report format is to be employed by all divisions and staffs in the establishment of the spending plan and for monthly reporting of program status. The first monthly report will be due on 10 December 1986

25X1 Attachment

OL 0054-86

22 October 1986

MEMORANDUM FOR: Office of Logistics Division and Staff
Chiefs

VIA Executive Officer, OL

FROM

C/B&FB/OL

SUBJECT: FY-87 Tentative Budget

1. FY-87 tentative budget allotments are provided in attachment. These allotments represent tentative guidance provided by the Comptroller and reflect various allotment reductions taken to date, i.e. DDA unallocated cuts, inflation cuts, etc. Funds frozen due to FY 86 surge funding are included in your allotment but noted as "frozen". These funds cannot be used for any purpose unless notification is received that they are no longer frozen.

2. As this presentation represents a change in format from prior years, a few words of explanation are in order. The attachment is maintained on a WANG WP in OL/B&F. It will be updated periodically with reprogramming adjustments and current obligation data. As updates are recorded, the attachment will be telecommunicated to the offices with access to a WANG. Other offices will receive a paper copy. This information is being captured as a budgetary tool for OL/B&F. Receiving offices may use or discard it as they wish.

3. Section A of the attachment will reflect the current operating amounts by SOC and total obligations, encumbrances and commitments. Funds frozen due to surge funding will be indicated. Section B will note all reprogramming, indicating dates, amounts and purpose. Section C will be used by OL/B&F to monitor large outstanding commitments and to note potential savings or shortfalls. Space is also provided to record items that may be considered for surge funding during the last half of the fiscal year. Section C data will generally be obtained from information provided by the appropriate offices.

4. Please ensure that the individual(s) in your office responsible for budget execution received a copy of the attachment.

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SUB-OBJECT CLASS	ALLOTMENT	REQUESTED CHANGES	REVISED ALLOTMENTS	COMMITMENTS TO DATE	OBLIGATIONS TO DATE	TOTAL OBL/COM	REQUIREMENTS THRU 20 SEPT
111	Travel						
2113	TDY Domestic						
2135	Travel Other						
2341	Telephone						
2355	Equip Rental						
2358	ADP Rental						
2501	Repair Prop						
2604	Supplies Funds						
2607	Supplies Funds						
3107	Equip Funds						
3109	Equip Funds						
2607	PRA						
3107	PRA						

TOTAL

- Identify FY Quarter committment will made in

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